



Invitation to Bid

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

Project Address: 620 S. Summit Ave.		SAFE HOME CHARLOTTE
Call project manager for full address		
Bid Walk: Thursday- 4 / 26 /18 at 1 pm		
Bid Opening: Thursday- 5 / 3 /18 at 2 pm		
Client Name: Isabella Gaston		Contact Number: Do not Contact
Project Manager: Chuck Hitsman		Contact Number: 704-336 3495

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

Lead Risk Assessment will be available for review at Bid-Walk. Copy given to Awarded Contractor.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Charles Hitsman(cell # 704-622 1685).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

above due date and time.

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 620 S. Summit Ave. to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$ _____)

Written total

Specs Dated: 02/16/18 & 2/19/18 Number of Pages: 4

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

Project Schedule

Minimum Start date:

Completion Deadline:

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Charles Hitsman
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 29202
PH: (704) 336 3495
Fax: (704) 336-3489



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Prepared By:

City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address: 620 South Summit Ave
Charlotte, NC 28208

Owner: Isabella Gaston

Owner Phone: Home: 605-6807

Structure Type: Single Unit

Program(s): Healthy Homes
Safe Home FY 2018

Square Feet: 1200

Year Built: 1922

Property Value: 159500

Tax Parcel: 07102329

Census Tract:

Property Zone: Council District 2

Repairs

Description

Floor Room Exterior

Permits Required

GENERAL REQUIREMENTS Exterior

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Portable Toilet

GENERAL REQUIREMENTS Exterior

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

See Attached Lead Scope

GENERAL REQUIREMENTS Exterior

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts. (4.0)

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Vinyl Siding - Replace damaged siding at right of rear door.

EXTERIOR

Exterior

Replace all deteriorated exterior VINYL SIDING components. Wrap home with Tyvek vapor/ infiltration barrier. Install vinyl clapboard siding including corners, door and window trim to complete installation. Owner's choice of siding color, exposure, and texture with 50 year warranty. (11.4)



Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

FRONT- Install Handrail and guardrail at steps/porch

(Healthy Homes)

EXTERIOR

Exterior

Install code approved handrails.

Handrail up steps, one side. Guard rail at porch landing, left, right & front. Treated Lumber.



Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

ALL Windows

EXTERIOR

Exterior

WINDOWS ONLY

Prep and paint all exterior WINDOW painted surfaces. Any panes of glass with loose/cracked puddy, repair and paint. Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

WOOD SASH REPLACEMENT WINDOWS - ONLY

Replace the two (2) decayed Wood Window Sash ((4/1)) sets. Paint to match existing windows. nDispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW- E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill. (17)

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____

Internal COST ESTIMATE
620 S. Summit Ave.

2/16/2018

Cost Per
COST

Item #	Feature	Method	Number	Unit	COST
1	EXTERIOR - Side A thru Side D : gray concrete foundation	Scrape loose paint and re-paint			
2	EXTERIOR - Side A Entry; gray concrete entry stair treads, risers, stringers and stringer caps and gray concrete entry floor	Scrape loose paint and re-paint with non-slip epoxy paint			
3	EXTERIOR - Side C; exposed wood siding around electric panel	Cover with Tyvek and vinyl to match existing siding			
4	EXTERIOR - Side D; gray concrete chimney	Scrape loose paint and re-paint			
5	EXTERIOR - Side A thru Side D : paint chips along drip-line	Remove paint chips and cover with landscape fabric and mulch per Risk Assessment			
6	INTERIOR - Throughout Side A thru Side D; white, beige and light brown wood baseboards including closets EXCEPT Room 3	Scrape loose paint and re-paint			
7	INTERIOR - Side A thru Side D : white, beige and light brown wood window casings, headers, sills and aprons.	Scrape loose paint and re-paint			
8	INTERIOR - Throughout Side A thru Side D; white, beige and light brown wood door casings, headers, jambs and stops including closets EXCEPT Room 1 - Door A1, Door 5- Door C1 and Room 6 Door C1 and Room 6 Door C1 (Note: some of the door casings have been randomly replaced with newer wood which is not coated with lead-based paint)	Make smooth & operable, scrape loose paint and re-paint			
9	INTERIOR Room 1, Side D; white wood fireplace mantle and trim	Scrape loose paint and re-paint			
10	INTERIOR - Room 5, Side A thru Side D and ceiling; light brown and white wood ceiling, crown moldings, ceiling-support beams and trim boards (Note: it is likely wood coated with lead based-paint exists beneath the gray vinyl siding)	Scrape loose paint and re-paint			
11	Interior windows and floors	Clean all windows and floors			
12	Additional Clearance Tests				

Total Cost Estimate

Selective Rehab Team/Forms/Bid Forms/Led Bid Scope/Blank Jim Roy Bid Sheet

When printing, the Budget
Sheet, allow Fit Sheet on one
page as below

Settings

☐ Print Active Sheets
Only print the active sheets

Pages: 1 to 1

☐ Print on Both Sides
Flip pages on long edge

☐ Collated
1,2,3 1,2,3 1,2,3

☐ No Staples

☐ Portrait Orientation

☐ Letter (8.5" x 11")
8.5" x 11"

☐ Normal Margins
Left: 0.7" Right: 0.7"

☐ Fit Sheet on One Page
Shrink the printout so that it fits on one page

Page Setup

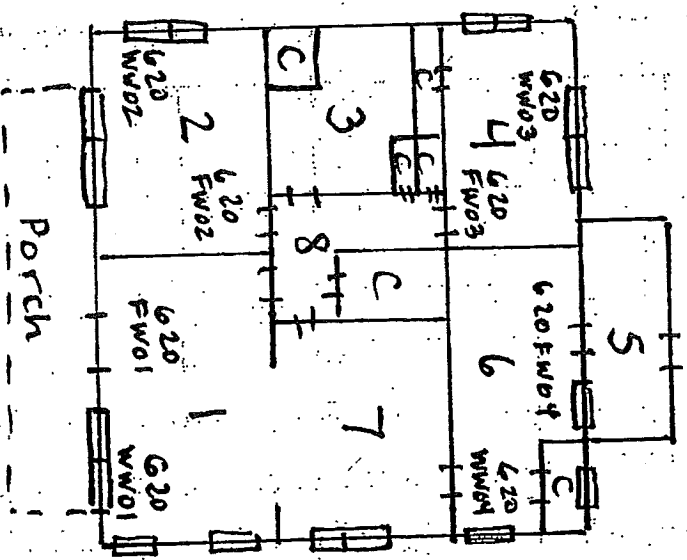
ROY CONSULTING **RC GROUP CORPORATION**

Providing integrated environmental and geotechnical solutions

620 S. Summit Avenue
 Charlotte, NC 28208




SIDE C

SIDE B



SIDE D

Legend

-  = Window
-  = Door
-  = Soil Sample Location

SIDE A

NOT TO SCALE



CHARLOTTE HISTORIC DISTRICT COMMISSION
CERTIFICATE OF APPROPRIATENESS

CERTIFICATE NUMBER: HDCADMRM-2018-00174

DATE: 13 April 2018

ADDRESS OF PROPERTY: 620 S. Summit Avenue

HISTORIC DISTRICT: Wesley Heights

TAX PARCEL NUMBER: 07102329

OWNER: Isabella Gaston

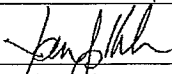
APPLICANT: Kenya Brown

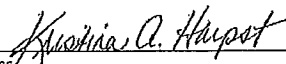
DETAILS OF APPROVED PROJECT: The project includes a new front porch rail and a new rail at the access steps to the public sidewalk. The new front porch rail height will be no higher than 30-inches as allowed by the Rehabilitation Code for height, Section 1.33.10.ii, see attached exhibit labeled 'Rehab Code.' The rail design will be wood with pickets centered on the top and bottom rail with an additional piece of tapered horizontal trim on the top rail, see attached exhibit labeled 'Porch Rail Design – April 2018' and 'Porch Rail Section – April 2018.' The new rail at the access steps to the public sidewalk will be a simple, metal rail similar to the attached exhibit labeled 'Access Steps Rail Design – April 2018.' A new HVAC unit will also be installed in the same place as the existing unit at the rear of the house.

1. Applicable Policy & Design Guidelines and Approval Authority – Projects Eligible for Administrative Approval, page 2.6: Minor Changes.
2. The applicable Policy & Design Guidelines have been met.

- This Certificate of Appropriateness (COA) indicates that this project proposal has been determined to comply with the standards and policies of the Charlotte Historic District Commission.
- Display the blue COA placard in a visible location along with any required permits.
- No other approvals are to be inferred.
- No demolition other than that specifically indicated on any attached plans is authorized under this approval.
- All work must be completed in accordance with all other applicable state and local codes.
- Any changes from or additions or deletions to the plans referenced herein will void this Certificate, and a new application must be filed with the Historic District Commission.

This Certificate is valid for a period of twelve (12) months from the date of issuance. Failure to obtain a building permit in that time will be considered as a failure to comply with the Certificate and the Certificate will become invalid. If a building permit is not required, then the approved work must be completed within twelve (12) months of the date of issuance of this Certificate. In either situation, the Certificate can be renewed for an additional twelve (12) months by Historic District Commission staff by written request within the first twelve (12) months from the date of issuance.


James Haden, Chairman


Staff

CHARLOTTE-MECKLENBURG PLANNING DEPARTMENT

www.charlotteplanning.org

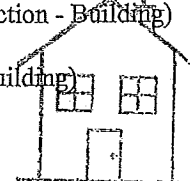
600 East Fourth Street
Charlotte, NC 28202-2853
PH: (704)-336-2205
FAX: (704)-336-5123

Rehab Code

2006 North Carolina Rehab Code

Section 1.33

- i. Door hardware - Existing or replica hardware shall be permitted provided that no life safety hazard is created and that the hardware meets the intent of the Barrier Free Subcode if applicable (i.e. operable without pinching, grasping or twisting.) Existing or replica hardware may be fixed in place or modified to meet the intent of the North Carolina Accessibility Code.
7. Transoms - Existing transoms in corridors and other fire rated walls may be retained in accordance with this code. (Plan review - Building, Fire. Inspection - Building)
8. Interior Finishes - The existing finishes or replacement finishes on corridor walls and ceilings may be accepted where it is demonstrated that it is the historic finish. (Plan review - Building, Fire. Inspection - Building)
 - i. In buildings other than Use Group R-3, finishes in exit ways shall have a flame-spread classification of Class III or better. Existing nonconforming materials shall be surfaced with an approved fire-retardant paint or finish unless the building is equipped throughout with an automatic fire suppression system installed in accordance with the North Carolina Building Code.
9. Stairways - Stairways shall comply with the following: (Plan review - Building, Fire. Inspection - Building)
 - i. Enclosure - Stairway enclosures may be omitted in a historic building for that portion of the stair serving the first and second floor. This provision shall be applied to only one stair per building.
 - (1) In buildings of three stories or less, exit enclosure construction shall limit the spread of smoke by the use of tight fitting doors and solid elements. Such elements shall not require a fire resistance rating.
 - ii. Riser height and tread width - When stairs are replaced or repaired, the existing or original riser height and tread width shall be permitted to remain.
10. Railings - Railings shall comply with the following: (Plan review - Building, Fire. Inspection - Building)
 - i. Handrails - Existing handrails may remain or may be replaced with handrails matching the original handrails.
 - ii. Guardrails - For vertical drops of between 30 inches and 48 inches, a rail height of at least 30 inches shall be accepted and the existing or original baluster spacing shall be permitted to remain.
 - (1) Exception: Replacement guardrails in buildings of Use Group E or R-1 shall comply with Section 1003.2.12 of the North Carolina Building Code.
11. Exit Signs - The fire protection code official may accept alternate exit sign design or location where strict compliance would damage the historic character of the building. Alternative signs shall identify the exits and exit path. (Plan review - Building, Fire. Inspection - Building)
12. Ceiling height - Existing ceiling heights shall be permitted to remain. (Building)

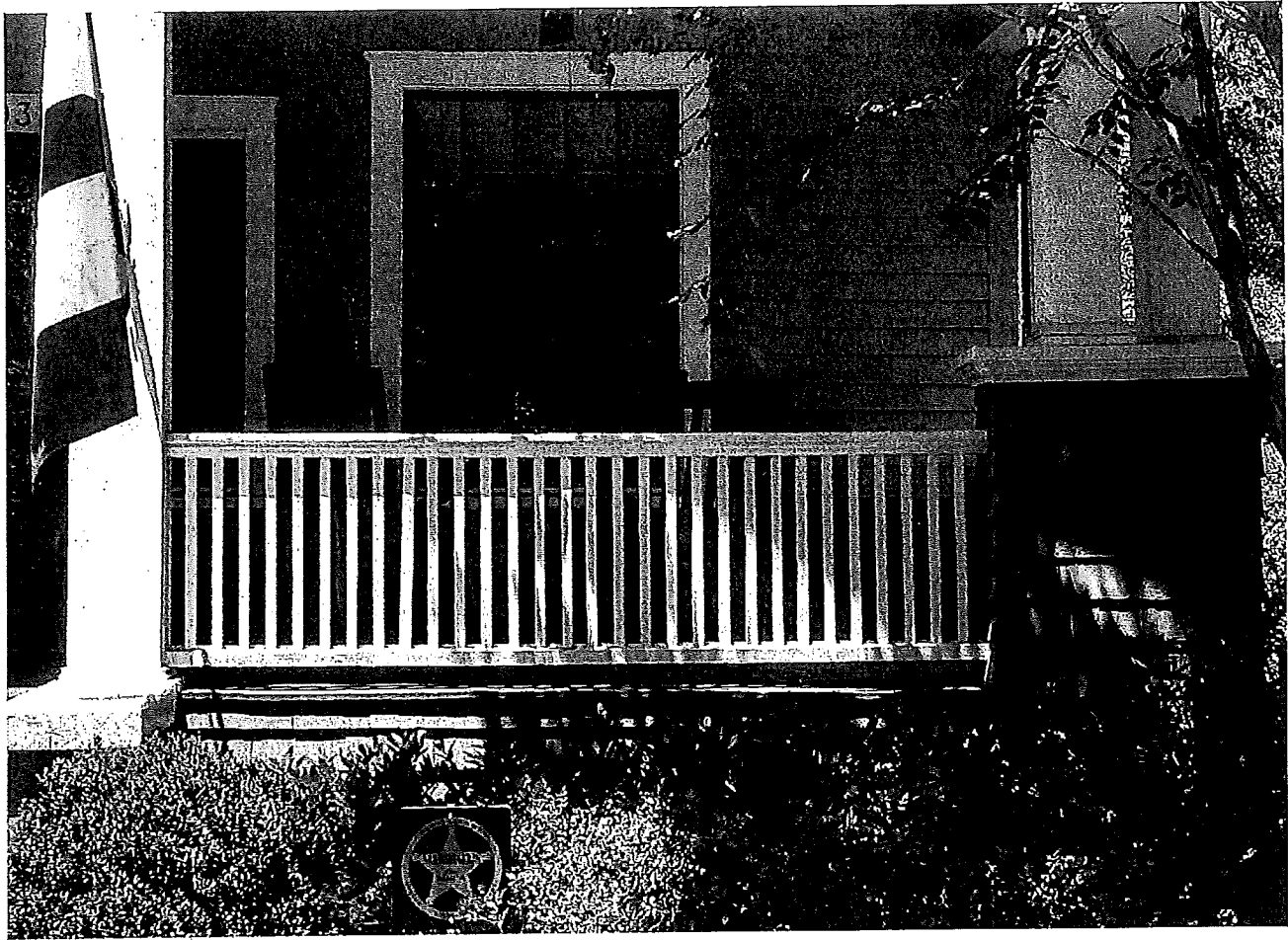


APPROVED

Charlotte
Historic District
Commission

Certificate of Appropriateness

H0040M001 - 2018-
00174



Porch Rail Design-April 2018

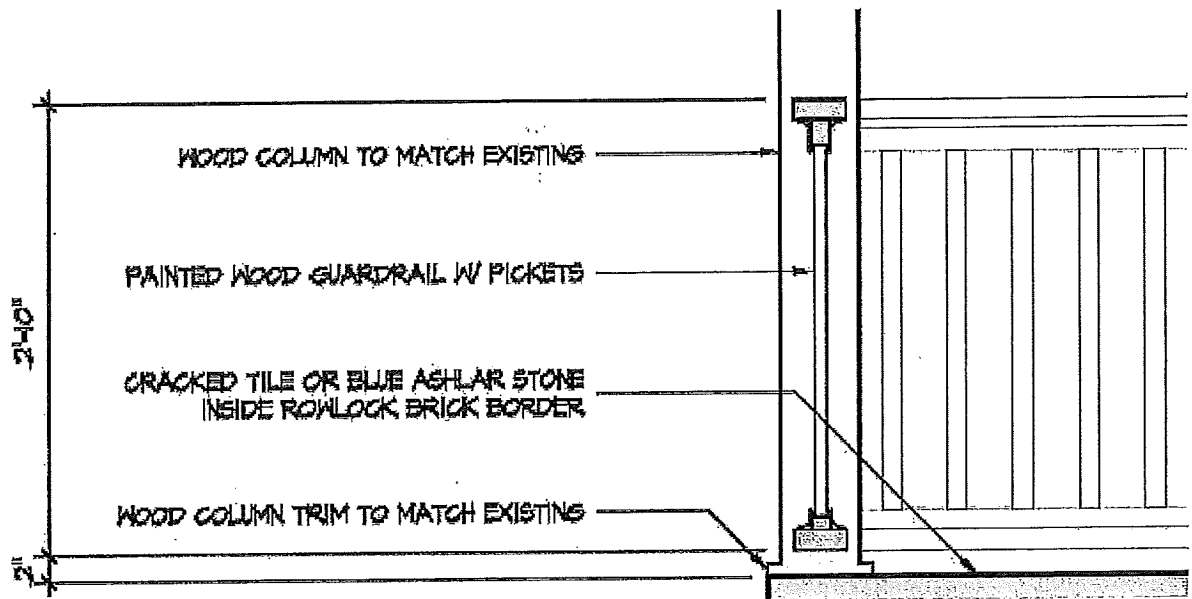


APPROVED

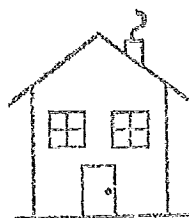
Charlotte
Historic District
Commission

Certificate of Appropriateness

HDCADMM-2018-00174



Porch Rail Section - April 2018



APPROVED

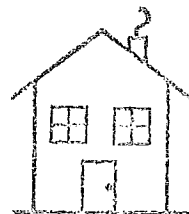
Charlotte
Historic District
Commission

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#HDCADMRM-2018-00174



Access Steps Rail Design - April 2018



APPROVED

Charlotte
Historic District
Commission

Certificate of Appropriateness

HDCADMEM - 2018 - 00174